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John Jay Park

MINUTES OF THE BOARD OF TRUSTEES' MEETING
HELD JUNE 25, 1964 at 4:30 p.m. at 15 Fulton Street

Present:	Mr. Hardin	Mr. Merdinger	Mr. Jameson
	Miss Voigt	Mr. Williams	Mr. Baldwin
	Dr. Wood	Mr. Beresford	Mr. Dunker
	Mrs. Warren	Father Berry	Miss Duffy
	Mr. Schein	Mr. Angell	Mr. Kilduff

Minutes of the April 1964 Board meeting were accepted as sent.

TREASURER'S REPORT

In the absence of Mr. Cooper, Mr. Hardin gave the Treasurer's Report and after full discussion with new members of the Board of Trustees, the report was accepted as presented. For the first five months it showed Receipt \$47,993.58, Disbursements \$54,117.95, Disbursements in Excess of Receipts \$6,124.37.

FINANCE COMMITTEE REPORT

The Board of Trustees were informed the Investment Advisers had met on June 22nd, and had recommended that no changes be made in the portfolio prior to September. At the present time there is a little over \$15,000 in cash in the United States Savings Bank, \$5,000 of which is from the Victoria Foundation and the remaining proceeds from the sale of two Bonds, International Bank for Reconstruction and Texas Corp. A list of the portfolio was given to all Board members reflecting its value at the close of the market on June 19th.

In discussing the portfolio, Mr. Schein felt Reynolds Tobacco should be deleted from the portfolio in view of medical reports recently published in regard to tobacco. Dr. Wood concurred with Mr. Schein and it was the consensus of the group nothing should be done now, but consideration should be given to Mr. Schein's suggestion at the next meeting of the Investment Advisers and Finance Committee members.

CASE COMMITTEE REPORT

Mr. Schein, Chairman of the Case Committee gave a summary report of what the committee accomplished during the past 12 months. It is as follows:

From June, 1963 to June, 1964 the Case Committee has met nine times. It is customary for the Case Committee to meet on the second Tuesday of each month to review, discuss, plan and evaluate the casework program of the agency. During this period, the Case Committee looked seriously at the recommendations made by Miss Margaret Murta of Family Service Association of America in her five year study of the agency. The scope of the Case Committee was broadened and the committee, during the past 12 months, has studied the following:

- 1) Has looked at the narcotics situation present in Newark and what part Family Service Bureau can play in providing service to this group.
- 2) Reviewed the caseload of the agency and concluded the professional workers were working to capacity.

- 3) Seriously reviewed Dr. Leontine Young's report entitled "Action Project on the Prevention of Family Disorganization" and went on record that, if asked, Family Service Bureau of Newark would participate in the project.
- 4) Reviewed the South Side Project, under consideration for a grant from the federal government and the position Family Service Bureau would take if such monies were forthcoming from the federal government. The Committee invited Mr. Al Meyers of the Welfare Federation to a meeting to discuss the entire South Side Project.
- 5) Discussed the feasibility of opening up branch offices in certain strategic locations within the Newark, Irvington, Belleville and West Hudson areas.
- 6) Finally a client who had received service from the Family Service Bureau during the past year appeared before the Case Committee and discussed how she had been helped and progress made by her and her family.

SOCIAL ISSUES COMMITTEE REPORT

The Social Issues Committee, separated from the Constitution & By-Laws Committee at the suggestion of Family Service Association of America in its recent Study of the Agency, met for the first time on October 7, 1963, under the Chairmanship of Dr. Padlock and since October, through June, 1964, has met four times, October 7th, November 15th, April 10th and April 24th. The Social Issues Committee reviewed many of the current social problems affecting the State of New Jersey and acted on several of them:

- 1) Studied the Princeton Plan of integration and reviewed many of the Bills that were before the State Legislature, as well as the National.
- 2) Approved and later passed by the Board of Trustees, to study Assembly Bill 16, a proposal to reconstitute the Commission established in 1963 to study education of certain handicapped children.
- 3) Approved and later passed by the Board of Trustees, Assembly Bill 173, which concerned itself with public assistance payments be made to court appointed representatives when the person receiving the assistance is incapable.
- 4) Discussed Senate Bill 97, which would require anyone receiving assistance for dependent children to be a resident of the State for one year immediately preceding the grant. The Social Issues Committee was not in favor of restricting aid to dependent children and the Board later approved this decision of the Committee.

The Social Issues Committee also reviewed the Fair Housing Law, Assembly Bill 480, and supported the Bill as it is now written, but commented it would be opposed to the elimination of that section now under consideration in the law which would exclude one family owner-occupied dwellings from coming under its jurisdiction. The Board,

in discussing Assembly Bill 480, felt until it was more carefully studied, that action by the Board on Bill 480 would be tabled until a later date.

The Committee will meet again in September, 1964.

PERSONNEL POLICIES COMMITTEE REPORT

During the past twelve months, the Personnel Policies Committee has met three times: June 17, 1963, January 17, 1964 and April 21, 1964. The Personnel Policies Committee studied, recommended and the Board later passed the following:

- 1) Blue Shield-Blue Cross coverage for all members of the staff, both professional and clerical, paid for by the agency.
- 2) Raised salary scale of professional social workers from a minimum of \$5,200 to \$5,400, to a maximum of \$8,500. This revision in the scale meets the suggested salary scale of Family Service Association of America.
- 3) Clarified part-time employees, working less than ten hours a week, would not be eligible for any benefits under our Personnel Policies and hereafter will only be paid for the hours they work.
- 4) Made a revision in the Personnel Policies in Paragraph 15, entitled "Time Off and Vacation," rewording it so that vacation may be computed in working days for both professional and clerical staff. As a result of this, Articles 1 and 2 in our Personnel Practices were deleted.
- 5) Raised the salary of the Director of Casework Services and deleted one clerical position.

STATISTICAL REPORT

Five months' Statistical Report of the agency was given by Mr. Kilduff and it is hereby made a part of these minutes:

STATISTICAL COMPARISON - 1963 and 1964

	<u>Intake</u>		<u>No. cases open</u>		<u>Fees</u>	
	<u>1963</u>	<u>1964</u>	<u>1963</u>	<u>1964</u>	<u>1963</u>	<u>1964</u>
January	94	112	319	374	\$ 718.75	\$ 570.50
February	74	111	319	412	698.80	707.25
March	82	105	316	443	795.55	782.75
April	78	134	299	480	741.50	791.75
May	85	85	319	447	805.75	780.75
	413	547	1572	2156	\$3760.35	\$3633.00
Average per month	83	109	314	431		

Included in Intake -
families residing in Belleville

January 5 March 13 May 10
February 12 April 11

Included in number of cases
open in May 1964

24 narcotics cases (MO)

COMMITTEE ASSIGNMENTS

A list of the Committee Assignments was given to each member of the Board of Trustees present, and a copy is attached to these minutes.

OTHER BUSINESS

1 - VICTORIA FOUNDATION GRANT

Mr. Hardin informed the Board of Trustees the Victoria Foundation had given another grant to the agency of \$5,000. Letters have already been sent to the proper authorities thanking them for the gift.

2 - FINANCING AGENCY OVER SUMMER MONTHS

The Board of Trustees approved withdrawing from the United States Savings Bank up to \$5,000, when needed, to finance the agency over the Summer months.

Prior to adjournment, the Board discussed the feasibility of changing Board meetings from the evening to the afternoon. After discussion it was felt a further exploration should take place at the September meeting, which will be held on the last Thursday, September 24th. This will be a night meeting and will be held at the Robert Treat Hotel.

Edward V. Kilduff
Executive Secretary

COMMITTEE ASSIGNMENTS
COMMENCING JULY 1, 1964 thru JUNE 30, 1965

EXECUTIVE

Mr. Hardin - Chairman
Mr. Cooper
Mr. Geaney
Mr. Merdinger
Mr. Schein
Mr. Sterling
Miss Voigt
Mr. Williams
Dr. Wood

FINANCE

Mr. Williams - Chairman
Mr. Arentz
Mr. Cooper
Mr. Dunker
Mr. Merdinger
Mr. Murphy
Mr. Schaefer
Mr. Watson
Mr. Wilson

PERSONNEL POLICIES

Mr. Merdinger - Chairman
Mr. Angell
Mr. Baldwin
Mr. Barlow
Father Berry
Mr. Geaney
Dr. Paddock
Dr. Silverman
Miss Voigt
Mr. Wilson

PUBLIC RELATIONS

Mr. Geaney - Chairman
Mr. Angell
Mr. Jameson
Mrs. Rosenberg
Dr. Silverman
Mr. Schein
Mrs. Warren

BUILDING & OPERATIONS

Mr. Wilson - Chairman
Miss Duffy
Mr. Feuerstein

MEMBERSHIP

Mr. Osborne - Chairman
Mr. Barlow
Mr. Beresford
Mr. Dunker
Mr. Jameson
Mr. Schaefer
Mr. Sterling

CASE COMMITTEE

Mr. Schein - Chairman
Mr. Angell
Mr. Baldwin
Mr. Cooper
Miss Duffy
Mr. Jameson
Mrs. Rosenberg
Mr. Schaefer
Miss Voigt
Mrs. Warren

SOCIAL ISSUES

Dr. Paddock - Chairman
Mr. Baldwin
Mr. Cronkright
Mrs. Rosenberg
Dr. Silverman
Mr. Sterling

NOMINATING

Mr. Barlow - Chairman
Mr. Merdinger
Mrs. Rosenberg
Mrs. Warren

CONSTITUTION & BY-LAWS

Mr. Feuerstein - Chairman
Mr. Arentz
Father Berry
Miss Duffy

MEDICAL SOCIETY - Dr. Paddock

SPECIAL EVENTS - Dr. Wood

DELEGAGE TO
GENERAL ASSEMBLY - Dr. Wood